



## City of Annapolis

### Department of Neighborhood & Environmental Programs

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## Annapolis Environmental Commission

July 2, 2014

The Annapolis Environmental Commission (AEC) held its regular meeting on July 2, 2014 at 145 Gorman Street, Conference Room 3. **Chair** Riegel called the meeting to order at 7:01p.m.

**Present:** **Chair** Riegel, **Vice Chair** Kissel, Kiraly, Weber, O'Leary, Pogell, Murphy, Buchheister, Butler

**Staff Present:** Broadbent, Biba, Raftovich

**Guest:** K. Jennings-(EAC), A. Pline-(Complete Streets), D. Barker-President – (Beechwood Hill HOA), C. Irwin, W. Irwin, S. Weber, T. McGranigan

### III. PUBLIC COMMENTS/VISITOR INTRODUCTION

#### Minutes Discussion

Ms. Raftovich provided two documents titled "Minutes, Agendas and Other Discussions" and "Writing Clear and Concise Minutes" that were distributed at the last minutes training. She briefly discussed these two documents and concluded that any discussions that did not occur at or within the meeting that the AEC would like to be part of the record should be included as an attachment to the minutes instead of within the body of the minutes. She explained that accurate minutes are expected to be a concise accounting of what occurred within the meeting. The recorder cannot confirm or attest to something that did not occur at the meeting so it should not be included within the body of the minutes. She further explained that members should notify the recorder if there is an interest in having something attached as part of the minutes or record. She reiterated that the recorder should not be asked to include discussions or items in the minutes that did not take place at that particular meeting. The AEC asked several questions to which Ms. Raftovich responded.

#### Eastport Eco-Sidewalks Pilot Project

Ms. Karen Jennings, Eco Action Committee of the EAC, discussed a pilot project to replace sidewalks and to reduce stormwater drainage. She described the Terrewalks brand which is an interlocking modular non concrete paving system that consists of recycled waste plastic that can be used in lieu of concrete. These are 1' x 1' pavers that gives the appearance of concrete that allow water to infiltrate between the pavers. The pavers also allow for greater flexibility to address the concern of tree roots uprooting sidewalks as well as allow infiltration of more water than some of the eco-friendly products currently on the market. The initial cost of the project is more than regular concrete but have a longer life than similar products. She noted that the intent of the pilot project is to test the product to determine how it will work for the City and is interested in testing it in Eastport on Chesapeake Avenue between Third and Fourth Streets. There was a brief discussion regarding the costs and the process of securing possible grant funding. The AEC suggested that Ms. Jennings contact Mr. Jarrell for help with the grant process and return back to the AEC once the next step of the proposal has been achieved.

#### Complete Streets

Mr. Alex Pline, Member of Transportation Board, gave a Powerpoint presentation on the Complete Streets program. He defined a complete street as a street that is safe, comfortable and convenient for all users. He briefly discussed the benefits of complete streets specifically to provide choices giving

people more control on how they get around and economic benefits. Immediately following the presentation, **Chair** Riegel asked that Mr. Pline provide the AEC with the link to the presentation and the Bicycle Master Plan as well as enumerate what the AEC could do to link the efforts of the Complete Streets Committee and County to the City.

#### **IV. REGULAR BUSINESS BEFORE THE COMMISSION**

##### **A. Approval of Prior Minutes**

###### **March 5, 2014, April 2, 2014 and June 11, 2014 Meeting Minutes**

The AEC deferred voting on the minutes to its August 6, 2014 meeting.

##### **B. Discussion of AEC Priorities and Immediate Action Items EMC/City Council/Mayor**

**Chair** Riegel discussed the AEC function is to provide actionable recommendations and advice to the City. He suggested the AEC make actionable recommendations specifically on some of the issues they have been working on such as the No Discharge Zone as well as the upcoming Crystal Springs project.

##### **C. Committees**

###### **1. Development**

###### **a. Reserve at Quiet Waters Appeals**

Mr. Weber asked for the status of the above. Mr. Biba responded that the appeal is still pending. Ms. Butler added that there has not been any sewer permits issued to date. Mr. Barker of the Beechwood Hill HOA stated that his concern relates to the City not granting any permits to complete work on the property until the case is decided. He asked about the AEC and City stance in the process. Mr. Biba provided the status of the application. Mr. Barker said that the Beechwood Hill HOA pledges its full support to the AEC.

###### **b. Crystal Spring Update**

**Chair** Riegel asked the AEC if there is an interest in submitting comments on the Crystal Springs. The AEC agreed that it was necessary to review the latest submission and Ms. Butler suggested a summary from staff. Mr. Weber suggested coordinating with the Planning Commission on this project as well. **Chair** Riegel will contact the Chair of the Planning Commission and ask to be included in the discussions.

###### **c. Thomas Woods**

There was no update.

###### **d. Primrose Hill on Milkshake Lane**

Ms. McGranigan asked for clarification on the process specifically whether the final Forest Conservation Plan had been approved for the Primrose Hill project referring to a letter from Gary Elson. She explained that the letter was not clear as whether she could still make comments or if the time had expired for comments. Mr. Biba responded that the plan was approved. There was a discussion regarding the public comment process.

###### **e. Rodgers Property (Bembe Beach Road)**

There was no update.

###### **f. The Enclave at Spa Road**

There was no update.

###### **g. Hayes Annexation Property**

There was no update.

- h. **Rocky Gorge**  
There was no update.

- 2. Outreach/Recycling**  
Mr. O'Leary completed and deployed the newsletter.

**August Meeting**

Mr. Weber made a motion that the AEC meet in August. Ms. Kiraly seconded the motion. The motion passed unanimously in a vote 9-0. The next meeting will be August 6, 2014 at 7:00pm.

- 3. Water Quality/Stormwater**

**Chair** Riegel would like to move to a decision by September whether the AEC wants to push for a No Discharge Zone so it will be an agenda item for the August meeting. He agreed to brief the AEC on the No Discharge Zone at that meeting. Ms. Buchheister asked that the information be disseminated prior to the meeting. Ms. Pogell shared a copy of the 2014 AACO Watershed Protection Restoration Program Report Plan for members to review.

- 4. Renewable Energy**

Mr. Murphy thanked Mr. O'Leary for including the renewable energy in the newsletter and he will have some refinement that he would also like included in the next newsletter. Mr. Weber would like to discuss the proposed incinerator at the August 6, 2014 meeting.

- VI DNEP Report**

Ms. Broadbent reported on DNEP's budget status indicating that the Department received some cuts in its tree program. She said that Ms. Beard's position will not be filled until January 2015. Mr. Biba reported that DNEP's Stormwater budget for FY15 will be \$125,000.

- IV. New Business**

**Sarles Marina**

**Chair** Riegel reported on the AEC's visit to the Sarles Marina. Ms. Kiraly added that the presentation focused mainly on the deteriorated condition of the marina and the repairs that are being made. The proposal is to remove the nine existing dwelling units at the site to replace with nine new units. The developer is not seeking a rezoning of the property.

- V. ADJOURNMENT**

**The next AEC meeting was scheduled for August 6, 2014 at 7:00pm at 145 Gorman Street.** With there being no further business, Ms. Butler moved to adjourn the meeting at 9:18pm. The motion was seconded. The motion passed unanimously in a vote of 9-0.

Tami Hook, Recorder